

Date of Posting: 03/30/2011

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05/31/2011



UNITED STATES POSTAL SERVICE



INVITATION FOR COMMENTS ON THE PROPOSAL TO CLOSE
THE ENLOE, TX POST OFFICE
AND ESTABLISH
SERVICE BY RURAL ROUTE SERVICE

To the customers of the Enloe Post Office:

The Postal Service is considering the close of the Enloe Post Office for reasons stated in the accompanying proposal.

During the 60-day posting period from 03/30/2011 through 05/31/2011 you are invited to provide written comments. Comments will be most helpful if they offer specific opinions and information favorable or unfavorable regarding the potential effect of the proposed change on postal services and on the community. Your comments will be carefully considered and will be incorporated into the official record, which will be made public if the proposal is finalized.

Copies of the proposal and optional comment forms are available upon request at the Enloe Post Office. If you choose to use the optional comment form and need additional space, please attach additional sheets of paper.

Please return the comment form to:

ALLISON RIZAN
951 W BETHEL RD
COPPELL, TX 75099-9331

For more information, you may call ALLISON RIZAN at (972) 393-6485 or write to the above address.

Thank you for your assistance.

KAY VAUGHAN
951 W BETHEL RD
COPPELL, TX 75099-9331

Date of Posting: 03/30/2011

Posting Round Date:



Date of Removal: 05/31/2011

Removal Round Date:



PROPOSAL TO CLOSE
THE ENLOE, TX POST OFFICE
AND ESTABLISH
SERVICE BY RURAL ROUTE SERVICE

DOCKET NUMBER 1362636 - 75441

I. RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service is proposing to close the Enloe, TX Post Office and provide delivery and retail services by Rural Route Service under the administrative responsibility of the Cooper Post Office, located four miles away.

The postmaster position became vacant when the postmaster retired on January 03, 2009. An employee from a neighboring office may be installed as the temporary officer-in-charge (OIC). Postmaster level and office service hours are determined by a workload analysis which includes the number of deliveries and revenue.

The Office is being studied for possible closing or consolidation due to the following reasons: Unit does not earn over 2 hours

The Enloe Post Office, an EAS-11 level, provided service from 08:30 to 16:00 Monday - Friday, 08:30 to 10:00 on Saturday and lobby hours of 24 hours on Monday - Friday and 24 hours on Saturday to 72 Post Office box customers and no delivery customers. Retail services included the sale of stamps, stamped paper, and money orders; special services such as Registered Mail, Certified Mail, Insured Mail, COD Mail, and Express Mail services; and the acceptance and dispatch of all classes of mail.

The retail window averaged 24 transaction(s) accounting for 24 minute(s) of retail workload daily. With minimal workload, the Postal Service feels that effective and regular service will be provided by rural route service. Office receipts for the last 3 years were: \$21,458 (56 revenue units) in FY 2008; \$14,843 (39 revenue units) in FY 2009; and \$13,001 (34 revenue units) in FY 2010. There were one permit mailer(s) or postage meter customer(s).

On February 23, 2011, representatives from the Postal Service were available at Enloe Community Center located at 87 CR 4330 to answer questions and provide information to customers. 27 customer(s) attended the meeting.

On January 27, 2011, 72 questionnaires were distributed to delivery customers of the Enloe Post Office. Questionnaires were also available over the counter for retail customers at the Enloe Post Office. 64 questionnaires were returned. 0 responses were favorable, 44 unfavorable, and 20 expressed no opinion regarding the proposed alternate service.

If this proposal is implemented, delivery and retail services will be provided by the Cooper Post Office, an EAS-18 level office. Window service hours at the Cooper Post Office are from 8:00 - 4:00, Monday through Friday, and closed on Saturday. There are 62 post office boxes available.

The following concerns were expressed on the returned questionnaires, at the community meeting, from customer letters, on the petition, and from the congressional inquiry:

1. **Concern:** Customer expressed a concern about irregular hours that the rural route serves the community

Response: The customer expressed a concern about irregular hours that the rural route serves the community. Our carriers strive to provide service at approximately the same time on a daily basis, however mail volumes and weather conditions often effect delivery times. If you desire special services from the rural carrier you may leave a note in your mailbox instructing the carrier to sound his horn, and then meet the carrier to receive services. Retail services may also be obtained at the administrative post office located _____ miles away.
2. **Concern:** Customer expressed a concern about leaving money in the mailbox

Response: The customer also expressed a concern about leaving money in the mailbox. A questionnaire was sent to the postal inspection service concerning mail theft and vandalism in the suspended Post Office area. Their records indicate that there has not been any report of mail theft or vandalism in the area. However, customers may place a note in their mailboxes instructing the carrier to sound their horn when they arrive, in order to transact financial business.
3. **Concern:** Customer expressed a concern about leaving money in the mailbox

Response: The customer also expressed a concern about leaving money in the mailbox. A questionnaire was sent to the postal inspection service concerning mail theft and vandalism in the suspendoffice area. Their records indicate that there has not been any report of mail theft or vandalism in the area. However, customers may place a note in their mailboxes instructing the carrier to sound their horn when they arrive, in order to transact financial business.
4. **Concern:** Customer expressed a concern about package delivery and pickup

Response:

The customer expressed a concern about package delivery and pickup. Rural carriers will deliver packages that fit in your rural mail box, if the package does not fit in the mail box, the carrier will deliver the package up to ½ mile off of the line of travel, at a designated place, such as on your porch or under a carport.

5. **Concern:**

Customer expressed a concern about the inability of the rural carrier to weigh and rate letters and packages

Response:

The customer expressed a concern about the inability of the rural carrier to weigh and rate letters and packages. The rural carrier will accept any letters or packages for mailing. The carrier will estimate the cost and provide a receipt for any money received. On the following delivery day the carrier will provide change or a bill for the amount over the estimate.

6. **Concern:**

Customers asked why their post office was being discontinued while others were retained

Response:

The customer asked why the suspended post office was being discontinued while others were retained. Post offices are reviewed on a case-by-case basis. When there is a vacancy in a small office, it is customary to conduct a study of the business activity and investigate the feasibility of providing service by alternate means.

7. **Concern:**

Customers expressed concern about collection of outgoing mail

Response:

The customer expressed a concern about the collection of outgoing mail. Collection of mail will be made by the carrier when serving the route. The customer should raise the flag on the mailbox to alert the carrier that outgoing mail is to be collected from the mailbox.

8. **Concern:**

Customers expressed concern about having to erect a rural mailbox

Response:

The customer expressed concern about having to erect a rural mailbox. Customers are not required to erect rural mailboxes. Customers may receive PO Box service from the administrative Post Office located _____ miles away.

9. **Concern:**

Customers expressed concern about having to erect a rural mailbox

Response:

The customer expressed concern about having to erect a rural mailbox. Customers are not required to erect rural mailboxes. Customers may receive PO Box service from the administrative Post Office located _____ miles away.

10. **Concern:**

Customers expressed concern for those customers with disabilities who are not able to go to administrative Post Office to pick up their mail

Response:

The customer expressed a concern about those customers with disabilities who are not able to go to the post office to pick up their mail. Customers are not required to travel to another post office to receive mail or obtain retail services. These services will be provided by the carrier to a roadside mailbox located close to customers' residences. In hardship cases, delivery can be made to the home of a customer. Changes in the type of delivery are considered where service by existing methods would impose an extreme physical hardship for an individual customer. Any request for a change in delivery method must be submitted in writing to the administrative postmaster.

11. **Concern:**

Customers expressed concern for those customers with disabilities who are not able to go to administrative Post Office to pick up their mail

Response:

The customer expressed a concern about those customers with disabilities who are not able to go to the post office to pick up their mail. Customers are not required to travel to another post office to receive mail or obtain retail services. These services will be provided by the carrier to a roadside mailbox located close to customers' residences. In hardship cases, delivery can be made to the home of a customer. Changes in the type of delivery are considered where service by existing methods would impose an extreme physical

hardship for an individual customer. Any request for a change in delivery method must be submitted in writing to the adminoffice postmaster

12. **Concern:**

Customers expressed concern over a postal representative not being customer oriented

Response:

The customer expressed concern over a postal representative not being customer oriented. The Postal Service is very interested in the service needs of the community and customer feedback is crucial to improving service. Concerns raised by the community will be investigated by the Postal Service and appropriate actions will be taken.

13. **Concern:**

Customers expressed concern over the dependability of rural route service

Response:

The customer expressed a concern over the dependability of rural route service. Rural letter carriers perform a vital function in the United States Postal Service serving thousands of families and businesses in rural and suburban areas while traveling millions of miles daily. Rural letter carriers are highly respected by the American public. This respect has been earned by many years of dedication to the Postal Service and to postal customers. During national and local emergencies, including prolonged periods of extreme weather conditions, rural carriers have demonstrated great responsibility in providing mail service to postal customers. Rural carriers are required to serve the route expeditiously and arrive at boxes at about the same time each day.

14. **Concern:**

Customers felt the cost of postage was increasing while service was decreasing

Response:

The customer expressed a concern about the increasing cost of postage while service was decreasing. The Postal Service is not immune to rising costs affecting every family and business. We do not receive tax dollars to cover the cost of operations and must adjust our prices to cover our costs. The Postal Service Governors are responsible for approving prices for all Postal Service products and services. For mailing services prices, such as stamp prices, the Postal Service announces the new prices each February and they become effective each May. The Postal Regulatory Commission (PRC) reviews the new pricing for compliance with the price cap and other provisions of the Postal Act of 2006.

15. **Concern:**

Customers said they would miss the special attention and assistance provided by the personnel at the

Response:

16. **Concern:**

Customers said they would miss the special attention and assistance provided by the personnel at the 75

Response:

17. **Concern:**

Customers wanted the post office to stay the same. Customers said the CPO would be a disservice to the community

Response:

The customer expressed a concern about the establishment of a Community Post Office (CPO). The CPO will be contracted to provide at least the same hours as the present post office. Depending on the location, the CPO may provide extended lobby hours. A CPO provides the same services as the suspended Post Office, except for permit mail acceptance.

18. **Concern:**

Customers wanted the post office to stay the same. Customers said the CPO would be a disservice to the community

Response:

The customer expressed a concern about the establishment of a Community Post Office (CPO). The CPO will be contracted to provide at least the same hours as the present post office. Depending on the location, the CPO may provide extended lobby hours. A CPO provides the same services as the suspended Post Office, except for permit mail acceptance.



19. **Concern:** Customers were concerned about mail security
- Response:** The customer expressed a concern about the security of mail. Customers may place a lock on their mailboxes. The mailbox must have a slot large enough to accommodate the customer's normal daily mail volume. The Postal Service does not open mailboxes which are locked and does not accept keys for this purpose.
20. **Concern:** Customers were concerned about obtaining accountable mail and large parcels
- Response:** The customer expressed a concern about obtaining accountable mail and large parcels. If you live less than one-half mile from the line of travel, the carrier will attempt delivery of accountable items and large parcels to the customer's residence. If the live over one-half mile away or is not home when delivery is attempted, a notice will be left in the mailbox. Large parcels will be left outside the mailbox or at a designated location or a notice will be left in the mailbox. Attempted delivery items will be taken back to the administrative Post Office. Customers may pick up the item at the post office, request redelivery on another day or authorize delivery to another party.
21. **Concern:** Customers were concerned about senior citizens
- Response:** The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the administrative postmaster for more information.
22. **Concern:** Customers were concerned about senior citizens
- Response:** The customer expressed a concern about senior citizens. Carrier service is beneficial to many senior citizens and those who face special challenges because the carrier can provide delivery and retail services to Customers do not have to make a special trip to the post office for service. Special provisions are made for hardship cases or special customer needs. To request an exception for hardship delivery, customers may contact the adminoffice postmaster for more information.
23. **Concern:** You were concerned about having to travel to another post office for service
- Response:** The customer expressed a concern about having to travel to another post office for service. Services provided at the post office will be available from the carrier, and customers will not have to travel to another post office for service. Most transactions do not require meeting the carrier at the mailbox. Stamps by Mail and Money Order Application forms are available for customer convenience.
24. **Concern:** At least 3 customers in the community recieve heat sensitive medication. How will it be delivered.
- Response:** If your are not home a notice will be left and it will be taken back to the Post Office.
25. **Concern:** Customers are concerned about the additional cost they will have if the Post Office closes. Gas to travel the additional mileage, higher fees for Post Office boxes.
- Response:** This will be taken in consideration when a decision is made.
26. **Concern:** Customers are concerned about the increase in Post Office Box Fee in Cooper.
- Response:** The fees are higher in Cooper. If you choose rural delivery there is no charge.

27. **Concern:** Customers are concerned about the safe delivery of the medicines?
Response: If you choose to have your mail delivered by a rural carrier they will deliver to your mailbox.
28. **Concern:** Customers expressed concern for loss of community identity
Response: The customer expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory.
29. **Concern:** Customers feel that the closing of the Enloe Post Office is a done deal.
Response: The Post Office is required to follow required steps in Post Office closings. These steps are monitored to assure that they are completed by our Headquarters office in Washington DC.
30. **Concern:** Customers inquired about mailbox installation and maintenance
Response: The customer expressed a concern about mailbox installation and maintenance. Customers are responsible for mailbox installation and maintenance. Mailboxes must be placed so that they may be safely and conveniently served by the carrier and must be located on the right-hand side of the road in the direction of the carrier's travel. Mailbox supports should conform to state laws and highway regulations. The Postal Service recommends that customers contact the administrative postmaster or carrier for advice on placement of mailboxes and mailbox height and supports.
31. **Concern:** Customers questioned the economic savings of the proposed discontinuance
Response: The customer questioned the economic savings of the proposed discontinuance. Carrier service is more cost-effective than maintaining a postal facility and postmaster position. The Postal Service estimates an positive annual savings.
32. **Concern:** Customers suggest that we leave the small Post Offices open and reduce their hours. Have one employee work 2 hours in one then travel to another. Working up to 3 different Post Offices a day.
Response: This type of suggestion should be addressed on the questionnaire that was mailed to you. This would not generate enough savings.
33. **Concern:** Customers were concerned about a change of address
Response: The customer expressed a concern about a change in address. Customers will be assigned a 911 address. The new address will continue to use the community name and ZIP Code. Mail will be forwarded in accordance with postal regulations, and change of address forms are available from the Postal Service to assist customers in notifying correspondents of the change.
34. **Concern:** Does the Paris Post Office have enough Post Office Boxes to accomadate some of the Enloe customers if they choose to rent a box there instead of Cooper?
Response: Yes.
35. **Concern:** Have you already closed the Ben Franklin Post Office?
Response: No, it is being studied.
36. **Concern:** The Cooper Post Office is not handicap accessible.
Response: This concern will be addressed by the Postmaster. He will find out what needs to be done to correct this issue.
37. **Concern:** Why does the Post Office promote it's internet address?

Response:

To be competitive with the times.

38. **Concern:**

You expressed a concern that they requested and were denied rural delivery service

Response:

The customer expressed a concern that you requested and were denied rural delivery service. There are several guidelines which must be met prior to a road being approved for delivery. The road to be traveled must be at least 14 feet wide and maintained at all times of the year. It cannot dead end in a private driveway even if the drive is maintained by a municipality. There must be a suitable turning point provided for the carrier, preferably with no backing. If backing is involved, there are other guidelines to adhere to. If backing is necessitated, the Postmaster must verify it is in a low-traffic area and there are no children in the immediate vicinity on a regular basis. There must also be a minimum of one family per one-half mile of travel.

Some advantages of the proposal are:

1. The carrier provides retail services, alleviating the need to go to the Post Office. Stamps by Mail order forms are provided for customer convenience.
2. Customers opting for carrier service will have 24-hour access to their mail.
3. Savings for the Postal Service contribute in the long run to stable postage rates and savings for customers.
4. CBUs can offer the security of individually locked mail compartments. Parcel lockers provide convenient parcel delivery for customers.
5. Customers opting for carrier service will not have to pay Post Office box fees.
6. Saves time and energy for customers who drive to the Post Office to pick up mail.

Some disadvantages of the proposal are:

1. The loss of a retail outlet and a postmaster position in the community. Retail services are provided by the carrier
2. Meeting the carrier at the box to transact business. However, it is not necessary to be present to conduct most Postal Service transactions.
3. A change in the mailing address. The community name will continue to be used in the new address. A carrier route address will be assigned.
4. A change in you PO Box Fees may be a result of this proposal.

Taking all available information into consideration, the Postal Service concludes this proposal will provide a maximum degree of effective and regular postal services to the community.

II. EFFECT ON COMMUNITY

Enloe is not an incorporated community located in Delta County. The community is administered politically by Delta County Commissioners & Judge. Police protection is provided by the Delta County Sheriff. Fire protection is provided by the Enloe Volunteer Fire Deptment. The community is comprised of retired people, farmers/ranchers, and those who commute to work at nearby communities and work in local businesses.

Businesses and organizations include: TK Honey Springfield Spraying Young's Garage Techsys-Chassis Chassis Dynamic WRB INC Crossroad Property RY Construction . Residents may travel to nearby communities for other supplies and services.

Nonpostal services provided at the Enloe Post Office will be available at the Cooper Post Office. Government forms normally provided by the Post Office will also be available at the Cooper Post Office or by contacting your local government agency.

The following nonpostal concerns were expressed on the returned questionnaires, at the community meeting, on the petition, and on the congressional inquiry:

- | | |
|--------------------|---|
| 1. Concern: | Customers expressed concern for loss of community identity |
| Response: | The customer expressed a concern about the loss of the Communities' identity. A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the suspended Post Office name and ZIP Code in addresses and in the National Five-Digit ZIP Code and Post Office Directory. |

Based on information the Postal Service obtained, it was determined that there has been minimal growth in the area in recent years. Carrier service is expected to be able to handle any future growth in the community.

Based on the information obtained in the course of this discontinuance study, the Postal Service concludes this proposal will not adversely affect the community.

III. EFFECT ON EMPLOYEES

The postmaster retired on January 03, 2009. The noncareer postmaster relief (PMR) may be separated from the Postal Service. No other Postal Service employee will be adversely affected.

IV. ECONOMIC SAVINGS

The Postal Service estimates an annual savings of \$ 40,841 with a breakdown as follows:

Postmaster Salary (EAS-11, No COLA)	\$ 30,492
Fringe Benefits @ 33.5%	\$ 10,215
Rental Costs, Excluding Utilities	<u>+ \$ 8,224</u>
Total Annual Costs	\$ 48,931
Less Annual Cost of Replacement Service	<u>- \$ 8,090</u>
Total Annual Savings	<u>\$ 40,841</u>

V. OTHER FACTORS

The Postal Service has identified no other factors for consideration.

VI. SUMMARY

The Postal Service is proposing to close the Enloe, TX Post Office and provide delivery and retail services by Rural Route Service under the administrative responsibility of the Cooper Post Office, located four miles away.

The postmaster retired on January 03, 2009. If the office has a noncareer PMR, they may be separated from the Postal Service. No other employee(s) will be adversely affected. Post office workload has declined. Effective and regular service will continue to be provided by rural route service.

The Enloe Post Office provided delivery service to no customers and 72 PO Box customers. The daily retail window transactions averaged 24. There are one permit mailers or postage meter customers.

There will no longer be a retail outlet in the community. However, delivery and retail services will be available from the carrier, alleviating the need to travel to a Post Office for service. The Postal Service will save an estimated \$40,841 annually. A disadvantage to some may be in meeting the carrier to transact business. However, it is not necessary to be present to conduct most Postal Service transactions.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this proposal is warranted.

VII. NOTICES

- A. Support Materials. Copies of all materials upon which this proposal is based are available for public inspection at the Enloe Post Office and Cooper Post Office during normal office hours.
- B. This is a proposal. It is not a final determination to close this Post Office. If a final determination is made to close this Post Office, after public comments on this proposal are received and taken into account, a notice of that final determination will be posted in this office.

The final determination will contain instructions on how affected customers may appeal that decision to the Postal Regulatory Commission. Any such appeal must be received by the commission within 30 days of the posting of the final determination.

KAY VAUGHAN
KAY VAUGHAN
Manager, Post Office Operations

03/30/2011
Date

U.S. Postal Service POST OFFICE CLOSING OR CONSOLIDATION PROPOSAL Fact Sheet				1. Date Prepared 01/10/2011																								
2. Post Office Name ENLOE		3. State and ZIP + 4 Code TX, 75441-9998																										
4. District, Customer Service DALLAS PFC	5. Area, Customer Service SOUTHWEST	6. County Delta	7. Congressional District Ralph Hall																									
8. Reason for Proposal to Discontinue Unit does not earn over 2 hours		9. PO Emergency Suspend (Reason and Date) No Suspension		10. Proposed Permanent Alternate Service																								
11. Staffing		12. Hours of Service																										
a. <input type="checkbox"/> PM <input checked="" type="checkbox"/> PM Vacancy Reason & Date: retired Occupied 01/03/2009 b. <input checked="" type="checkbox"/> OIC <input type="checkbox"/> Career <input type="checkbox"/> Non-Career c. Current PM POSITION Level (150)EAS-11 Downgraded from EAS-11 d. No of Clerks- 0 No of Career- 0 No of Non-Career- 0 e. No of Others- 1 No of Career- 0 No of Non-Career- 1		a. Time M-F 08:30 - 12:00, 12:30 - 16:00 Sat 08:30 - 10:00 Total Window Hours Per Week a. Lobby Time M-F 24 hours Sat 24 hours 39.00																										
13. Number of Customers Served		14. Daily Volume (Pieces)																										
a. General Delivery 0 b. P.O. Box 72 c. City Delivery 0 d. Rural Delivery 0 e. Highway Contract Route Box 0 f. Total 72 g. No. Receiving Duplicate Service 0 h. Average No. Daily Transactions 24.30		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Types of Mail</th> <th>Received</th> <th>Dispatched</th> </tr> </thead> <tbody> <tr> <td>a. First-Class</td> <td>179</td> <td>1,354</td> </tr> <tr> <td>b. Newspaper</td> <td>27</td> <td>22</td> </tr> <tr> <td>c. Parcel</td> <td>13</td> <td>16</td> </tr> <tr> <td>d. Other</td> <td>0</td> <td>38</td> </tr> <tr> <td>e. Total</td> <td>219</td> <td>1,430</td> </tr> <tr> <td>f. No. of Postage Meters</td> <td></td> <td>1</td> </tr> <tr> <td>g. No. of Permits</td> <td></td> <td>0</td> </tr> </tbody> </table>			Types of Mail	Received	Dispatched	a. First-Class	179	1,354	b. Newspaper	27	22	c. Parcel	13	16	d. Other	0	38	e. Total	219	1,430	f. No. of Postage Meters		1	g. No. of Permits		0
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Finances a. FY 2008 2009 2010		Receipts \$ 21,458 \$ 14,843 \$ 13,001	b. EAS Step 1 PM Basic Salary (no Cola) \$ 30492	c. PM Fringe Benefits (33.5% of b.) \$10,215																								
15a. Quarters																												
<input type="checkbox"/> Postal Owned <input type="checkbox"/> Leased (if Leased, Expiration Date) 06/30/2013 Annual Lease \$ 8224 30-day cancellation clause? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Evicted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if Yes, must vacate by) Located in: <input checked="" type="checkbox"/> Business <input type="checkbox"/> Home <input type="checkbox"/> Other Suitable alternate quarters available? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																												
16b. Explain:																												
17. Schools, Churches and Organization in Service Area: No: 0 Cooper schools, 3 Churches Organization Enloe Volunteer Fire Dept Community Center Board Museum		19. Administrative/Emanating Office (Proposed): Name COOPER PO EAS Level 18 Miles Away 4.4 Window Service Hours: M-F 8:00 - 4:00 SAT closed Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: 62																										
18. Businesses in Service Area: No: 0 TK Honey Springfield Spraying Young's Garage Techsys-Chassis Chassis Dynamic WRB INC Crossroad Property RY Construction		20. Nearest Post Office (if different from above): Name COOPER PO EAS Level 18 Miles Away 4.4 Window Service Hours: M-F 8:00 - 3:45 SAT 8:00 - 9:00 Lobby Hours: M-F 24 hours SAT 24 hours PO Boxes Available: 60																										
21. Prepared by																												
Printed Name and Title ALLISON RIZAN		Signature ALLISON RIZAN		Telephone No. AC () (972) 393-6485																								
PO Discontinuation Coordinator Name ALLISON RIZAN		Telephone No. AC () (972) 393-6485		Location COPPELL, TX																								





03/18/2011

OFFICER-IN-CHARGE/POSTMASTER

SUBJECT: Letter of Instructions Regarding Posting of
ENLOE Proposal
Docket No. 1362636 - 75441

Please post the enclosed proposal to close the ENLOE Post Office in the lobby. The proposal must be posted in a prominent place from 03/30/2011 through close of business on 05/31/2011. The posting must last at least 60 days and the first day does not count.

Round-date stamp the cover of the proposal on the date of posting and on the date of removal. Also, post the "Invitation for Comments" next to the proposal and round-date stamp it in the same manner.

Additional copies of the proposal and comment forms are enclosed. Provide them to customers upon request.

Also enclosed is the official record on which this proposal is based. Customers may read it; however, they may not remove it from your office. When a customer requests a copy of the record, provide it upon payment of any fees prescribed in AS-353 Guide to Privacy and the Freedom of Information Act. If you do not have photocopy equipment, take the customer's name, address, and telephone number and contact the district for a copy of the record.

At the expiration of the posting period, further instructions will be provided. If there are any questions, please contact me at (972) 393-6485.

ALLISON RIZAN
Post Office Review Coordinator
DALLAS PFC District

Enclosures: PS Form 4920
Proposal
Invitation for Comments
Comment Forms
Official Record

DocId: 352536-7541
Item No: 32
Page No: 1

Date of Posting: 05/30/2011



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